

Pharmacy Technician Trainee Reapply Licensure Requirements

(All pharmacy technician applicants **MUST** be at least 18 years of age)

State law allows technician trainees to extend their license one time for two years. All technician trainees wishing to extend their license must submit the following:

1. A completed application and fee (see below)
2. A letter indicating why the applicant has not yet passed the PTCB examination and what they intend to do to pass the examination.
3. Proof of legal residency:
 - a. A birth certificate or delayed birth certificate issued in any state, territory or possession of the United States.
 - b. A United States certificate of birth abroad.
 - c. A United States passport.
 - d. A United States certificate of naturalization.
 - e. A United States certificate of citizenship.
 - f. A tribal certificate of Indian blood.
 - g. A tribal or bureau of Indian affairs affidavit of birth.

If you are not a US citizen, you must provide documentation of your eligibility to work, (e.g. Employment Authorization Card). Please note that the Board cannot issue a license to an applicant holding an Employment Authorization Card issued under Categories A-11, C-14 or C-33.

4. A copy of a government-issued photo identification.
 - a. Driver license
 - b. State ID
 - c. Passport or Passport Card
5. If applicable, court records relating to any criminal charges or convictions, even if the charge or conviction was later dismissed, expunged or set aside.
6. Documentation of any name changes.

The reapply fee is \$36.00. The fee may be paid by check or money order by mail or in person. Application fees are **NON-REFUNDABLE**.

Failure to disclose and provide all documentation relating to a criminal charge or disciplinary action could result in the invalidation of your application and the forfeiture of your fees.

Only complete applications, with all required documentation, will be accepted. Incomplete applications will be returned.